

3 FAM 2570 FURLOUGHS

(CT:PER-678; 06-22-2012)
(Office of Origin: HR/CSHRM)

3 FAM 2571 AUTHORITY

(TL:PER-286; 08-18-1995)
(State Only)
(Applies to Civil Service and Foreign Service Employees)

- 22 U.S.C. 3921, 3925, 3926
- 5 CFR, Part 752
- 5 U.S.C. 3595a
- Subpart H of 5 CFR 359

3 FAM 2572 APPLICABILITY

(CT:PER-678; 06-22-2012)
(State Only)
(Applies to Civil Service and Foreign Service Employees)

All categories of U.S. citizen members of the Foreign Service as described under section 103 of the 1980 Foreign Service Act, as amended (including all members of the Senior Foreign Service, all foreign service officers, all foreign service personnel including family members, and Consular agents) and all categories of Civil Service employees.

3 FAM 2573 EXCEPTIONS

(TL:PER-286; 08-18-1995)
(State Only)
(Applies to Civil Service and Foreign Service Employees)

These regulations do not cover a member appointed to a position in the Executive Branch by the President by and with the advice and consent of the Senate and not included as an employee under 5 U.S.C. 6301.

3 FAM 2574 OBJECTIVES AND POLICIES

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U.S. Department of State Foreign Affairs Manual Volume 3
Personnel

(TL:PER-286; 08-18-1995)

(State Only)

(Applies to Civil Service and Foreign Service Employees)

- a. These regulations apply to furloughs of 30 consecutive calendar days or 22 workdays (discontinuous furlough) or less.
- b. Before initiating a furlough, the Department will explore other means of responding to the need for a furlough.
- c. The Department will seek to have the burden of a furlough equitably shared by employees so long as doing so does not interfere with appropriations or the effective and efficient management of the Department's programs, operations, and resources.
- d. Part-time career employees will be furloughed in proportion to their work schedule.
- e. Employees' rights and entitlements will be protected during periods of furlough as provided for by statute and regulation.
- f. A reasonable effort will be made to accommodate expressed personal preferences of employees (e.g., a desire to combine leave and furlough into a consecutive period or desire to have some income every pay period) in scheduling any furloughs to the extent consistent with management needs of the Department, work requirements and budgetary considerations.

3 FAM 2575 RESPONSIBILITY

(TL:PER-286; 08-18-1995)

(State Only)

(Applies to Civil Service and Foreign Service Employees)

- a. Appropriate management officials will make the final decision on using furlough and on the extent and duration of furloughs as a means of responding to a shortage of funds or other nondisciplinary reasons.
- b. The Director General will implement any furlough action.

3 FAM 2576 INFORMATION

(TL:PER-286; 08-18-1995)

(State Only)

(Applies to Civil Service and Foreign Service Employees)

More specific information on entitlements may be obtained from PER/ER.

3 FAM 2577 THROUGH 2579 UNASSIGNED